

Our high-tech dental specialist office located in South Austin is searching for a marketing coordinator intern! We would love someone who is professional, punctual, outgoing and who is willing to grow with our practice and become an outstanding team member!



south austin
MICROENDODONTICS

"Your Root Canal Specialists"

www.austinmicroendo.com
512.442.1555

Job Duties:

- Maintaining relationships with various general dentist, schools and organizations
- Building rapport with referring partners and their office staff
- Educating offices on the benefits of endodontics and office policies
- Scheduling appointments in the field (including doctor lunches, happy hour and office events)
- Generating new, creative marketing ideas
- Organizing events outside of the office
- Managing all social media and advertising accounts

Qualifications:

- Great at multitasking in a fast-paced environment
- Able to work independently and as a team
- Outgoing and personable
- Ability to organize and motivate groups
- Project design and development
- Fast learner and engaging communication style
- Knowledge of dental services
- Knowledgeable in Microsoft Office and Adobe Creative Suite
- Must have** reliable transportation

Please e-mail your resume to office@austinmicroendo.com